

The City Council of the City of Mattoon held a special meeting in the Council Chambers at City Hall on November 30, 2004 at 4:04 p.m.

Mayor Carter presiding.

Mayor Carter led the Pledge of Allegiance to the United States of America.

The following members of the Council answered roll call: YEA Commissioner Mark Donnell, YEA Commissioner Harold Gambill, YEA Commissioner Jerrold Hesse, YEA Commissioner David Schilling, YEA Mayor David E. Carter.

City Administrator Richard Underkofler presented a substitute Special Ordinance 2004-1055 for consideration. Administrator Underkofler reviewed Section 2 changes to parts A, B, C, D, E as interfund receivables/payables and part F as transfers from MFT to the General Fund to enable more street improvements and levying maximum percentage for street lighting. Administrator Underkofler continued with parts G and H as reflections for property/general liability insurance renewals with a \$5,000 deductible. Part I indicated the amount actually spent for boiler coverage in current year. Finally, the highlighted sections of the revised budget were explained as changes within the individual departments.

Mayor Carter disputed the additional \$10,000 to Coles Together as a previous council's commitment and would place a burden on the next council. Commissioner Schilling declared that Coles Together was an asset, and could not pay an individual at that amount for these services. Commissioner Donnell declared the additional contribution would be rectifying the non-payment in 2001, and would help to retain the economic development group which is a viable entity.

Commissioner Donnell questioned the deficit after previous reductions, and wanted the next budget to be reflective of the previous year's excess revenues. Administrator Underkofler explained the transfer of MFT street lighting expenditures to the General Fund contributed to the deficit, and unused funds could reflect excess revenues at the end of the year.

Mayor Carter suggested to layover the budget until the next meeting. Mayor Carter inquired about a donation to Operation Sleigh Ride, the firemen's holiday fundraiser. Administrator Underkofler stated the Council had a remaining \$265.00 for community promotion and relations.

Commissioner Donnell inquired about the Park budget. Administrator Underkofler replied he did not receive any budget changes in time. Commissioner Donnell stated Parks Superintendent would not go over his total budget amount. Council discussed the Cemetery with consent as its appearance was fine.

Administrator Underkofler described the City's property/general liability insurance as a big expenditure with Mesirow as the assigned broker in the second and third contracted year. Next, he introduced Mr. Michael Alesia, Mesirow Vice President. Mr. Alesia introduced Ann Carroll, a new team member with expertise in municipalities. Mr. Alesia reviewed the Executive Summary of the Insurance Proposal for December 1, 2004 through 2005, requested that the City properties have professional appraisals, requested the need for an account of contents within buildings, and new codes within the workers compensation section. Council discussed the lift stations' values, approximate appraisal costs, the need to add the west water tower to the list, and the processing of claims. Ms. Carroll explained the loss runs, compared the \$5,000 and \$10,000 deductibles, loss forecast with \$10,000 deductible, and suggested \$10,000 deductible only if the City does not anticipate many claims. Administrator Underkofler discussed the uninsured and underinsured additional premium purchases. Mr. Alesia described the uninsured limits as for people other than employees, and recommended not to elect to purchase it. Council's consensus was to remain with the \$5,000 deductible.

Commissioner Schilling seconded by Commissioner Donnell moved to adopt Special Ordinance 2004-1056, authorizing placement of the City's workers compensation insurance coverage.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2004-1056

AN ORDINANCE AUTHORIZING PLACEMENT OF THE CITY'S WORKERS COMPENSATION  
INSURANCE COVERAGE

WHEREAS, Mesirow Insurance Services, the City's broker of record, solicited proposals from insurance companies that underwrite workers compensation insurance for municipal government exposures; and

WHEREAS, a proposal received from the Illinois Counties Risk Management Trust is regarded to be the most cost effective solution for managing the City's workers compensation exposures.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mattoon as follows:

Section 1. Mesirow Insurance Services is hereby authorized to take such administrative action necessary to bind the City of Mattoon's worker's compensation insurance coverage with the Illinois Counties Risk Management Trust for the policy year beginning December 1, 2004 and ending December 1, 2005 pursuant to a proposal attached hereto and incorporated herein by reference. The policy will be written with a \$25,000 per claim deductible.

Section 2. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 3. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Schilling, seconded by Commissioner Donnell, adopted this 30th day of November, 2004, by a roll call vote, as follows:

AYES (Names): Commissioner Donnell, Commissioner Gambill,

Commissioner Hesse, Commissioner Schilling,

Mayor Carter

NAYS (Names): None

ABSENT (Names): None

Approved this 30<sup>th</sup> day of November, 2004.

/s/ David E. Carter

David E. Carter, Mayor

ATTEST:

APPROVED AS TO FORM

/s/ Susan J. O'Brien

/s/ J. Preston Owen

Susan O'Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality's Records on December 1, 2004.

Mayor Carter opened the floor for discussion. No discussion.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Commissioner Schilling seconded by Commissioner Donnell moved to adopt Special Ordinance 2004-1057, authorizing placement of the City's property and casualty insurance coverage.

CITY OF MATTOON, ILLINOIS  
SPECIAL ORDINANCE NO. 2004-1057

AN ORDINANCE AUTHORIZING PLACEMENT OF THE CITY'S PROPERTY & CASUALTY  
INSURANCE COVERAGE

WHEREAS, Mesirow Insurance Services, the City's broker of record, solicited proposals from insurance companies that underwrite property & casualty insurance for municipal government exposures; and

WHEREAS, a proposal received from the Illinois Counties Risk Management Trust is regarded to be the most cost effective solution for managing the City's property & casualty exposures; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mattoon as follows:

Section 1. Mesirow Insurance Services is hereby authorized to take such administrative action necessary to bind the City of Mattoon's property and casualty insurance coverage with the Illinois Counties Risk Management Trust for the policy year beginning December 1, 2004 and ending December 1, 2005 pursuant to a proposal attached hereto and incorporated herein by reference.

Section 2. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 3. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Schilling, seconded by Commissioner Donnell, adopted this 30<sup>th</sup> day of November, 2004, by a roll call vote, as follows:

AYES (Names): Commissioner Donnell, Commissioner Gambill,  
Commissioner Hesse, Commissioner Schilling,  
Mayor Carter

NAYS (Names): None

ABSENT (Names): None

Approved this 30th day of November, 2004.

/s/David E. Carter

Mayor, City of Mattoon

Coles County

ATTEST:

APPROVED AS TO FORM

/s/ Susan J. O'Brien

/s/ J. Preston Owen

Susan O'Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality's Records on December 1, 2004.

Mayor Carter opened the floor for discussion. No discussion.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Commissioner Donnell seconded by Commissioner Gambill moved to approve Council Decision Request 2004-386, authorizing the Fire Chief to expend \$17,073.12 for additional portable radios and equipment to be used in Fire Prevention Education to be paid for with surplus funds from the USFA/FEMA Assistance to Firefighters Grant.

Mayor Carter opened the floor for discussion. Mayor Carter asked about the balance of the grant. City Attorney/Treasurer J. Preston Owen replied that Fire Chief Bruce Grafton had to receive permission to purchase the portable radios and equipment with the balance of the grant funds.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Mayor Carter seconded by Commissioner Gambill moved to approve Council Decision Request 2004-387, approving an appointment of Rick Easton to an entry-level custodian position in the Police Buildings and the Burgess Osborne Auditorium.

Mayor Carter opened the floor for discussion. Mayor Carter stated that many qualified candidates had submitted applications.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Commissioner Schilling seconded by Commissioner Gambill moved to adjourn at 5:26 p.m.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

/s/Susan J. O'Brien

City Clerk